

WNYRIC Advisory Council Meeting
May 29, 2015 – 11:30 a.m. - 1:45 p.m.
Erie 1 BOCES, 355 Harlem Road, West Seneca Room A2
DL Sites Erie 2 LoGuidice Room 1, CA Olean DL Room, ON DL Room at Tech Center, GST Hornell HS DL Room

Attendees:

Barb Mocarski /E1B/WNYRIC (Executive Director)	Bob Spino/E2CC BOCES (Assoc.Director. Tech & Inst.)
Carol Barber/E1B (Deputy Supt./COO)	David O'Rourke/E2CC BOCES (District Supt)
Danielle O'Connor/Frewsburg CSD (Supt.) (Arrived at 1 :00)	Eric Lawton/West Valley CSD (Supt) (Arrived at 1 :00)
Glenn Niles/Arkport CSD (Superintendent)	Greg Woytila/North Tonawanda City (Supt.)
Jan Mathis/WNYRIC (Associate Director)	Jean Rexford/WNYRIC (CSR)
Jeffery Hazel/Niagara Wheatfield (Director Instructional Tech & Learning)	Jennifer Lilly/WNYRIC (CSR)
John Montesanti/Wilson CSD (Bus. Admin)	John O'Connor/E2CC (Asst. Supt. Mgmt Services)
Julianna Sciolino/WNYRIC (Assoc. Director)	Karen Cuddy-Miller/Grand Island CSD (Asst. Supt. of Curr & Inst.
Lynda Quick/CA BOCES (District Superintendent) (Arrived at 1 :30)	Maria Sommerfeldt/Depew UFSD(Dist. Tech Coord.)
Maureen Donahue/Southwestern CSD (Superintendent) – Chair	Mike Graf/CA BOCES (Tech Director)
Michelle Okal-Frink/WNYRIC (Assoc.Director)	Margaret Munson/GST BOCES (Asst. Superintendent)
Mike Pavlock /Scio CSD (Tech. Coord)	Patrick Flaitz/Hornell City (Business Manager)
Patricia Hartigan/ON BOCES (Business Official)	Paul Cone/Canisteo-Greenwood/Technology Coordinator
Rosanne Huffcut/WNYRIC (Assoc Director)	Tim Mains/Jamestown City (Superintendent)
Taweepon Sminiski/Akron CSD (Associate Director of Special Education & Education Services)	

Absent : Anthony Day/Sweet Home CSD (Superintendent), Brian Russ/East Aurora USFD (Superintendent) Christopher Smith/Bath CSD (Technology Coordinator), Clark Godshall/ON BOCES (District Supt), Don Skotnicki/E1B (Supervisor Inst.Tech), James Frame/GST BOCES (District Supt), Jim Fregelette/E1B (Exec. Dir. Finance & Inf. Systems), Jason Smith/Lyndonville CSD (Superintendent), Joe Steinmetz/ON BOCES (Asst. Superintendent), Maureen Taylor/WNYRIC (CSR), Mary Beth Genovese-Scullion/Tonawanda City (Asst. Supt of Curr. & Instruction), Mike Watson/Allegany Limestone CSD (Bus.Off.), Rich Calkins/Alfred Almond CSD (Superintendent), Tim Clarke/CA BOCES (Professional Development), Tim Cox/CA BOCES (Director, Instructional Support Services)

1. Administrative Items:

○ **Call to order**

- Advisory Council meeting was called to order at 12:00 p.m. by Maureen Donahue.
- Maureen wanted to thank everyone for the last 5 years. It has been a pleasure working with the WNYRIC staff.
- Maureen thanked Barb for all her work.

- **Maureen Donahue - Roll call**

- Introductions were made by region.

- Nominations for Leadership for 2015-2016**

- **Chair** – Karen Cuddy-Miller nominated Greg Woytila, seconded by Patrick Flaitz. Greg accepted the nomination
 - No other nominations for Chair
 - **Vice-Chair** – Greg Woytila nominated Karen Cuddy-Miller, seconded by David O'Rourke. Karen accepted nomination
 - No other nominations for Vice Chair
 - Both were voted in with no votes in the negative.
 - Congratulations and welcome to both Greg & Karen

- **Minutes of March 19, 2015**

- Maureen asked if there were any questions/corrections regarding the minutes of March 19, 2015 and there were none. Greg Woytila made the motion to accept the meeting minutes; Tim Mains seconded the motion. The minutes were unanimously accepted (20 yes/0 no/0 abstain).

- **Approval of May 29, 2015 agenda**

- Maureen asked if there were any questions/corrections/additions regarding the agenda for May 29, 2015 and there were none. Carol Barber made the motion to accept the agenda seconded by Greg Woytila. The agenda was unanimously accepted (20 yes/0 no/0 abstain).

2. Reoccurring Topics:

- **Time Warner Contract - Carol Barber on behalf of Jim Fregelette**

- Carol Barber spoke in Jim's absence. A memo was sent out on May 29th informing Advisory Council members that the Time Warner Contract had been signed
 - Contract includes protection from increases in monthly charges due to service charges and fees
 - Ensures that the network is private and secure
 - Ensures that the network meets certain standards in quality, speed and overprovisioning
 - The contract provides "Funding out clause" for all reoccurring costs. Districts that decide to leave before five years may be liable for non-reoccurring costs, such as construction costs. Those costs would be outlined when the district notifies WNYRIC of the intent to drop. Any other ramifications for services provided would be discussed at that time as well.
 - Includes language to require WNYRIC to certify if more than 10% of the traffic is considered "interstate" which then requires Time Warner to pay Universal Service Fund (USF) charges.
 - In participation the estimate was \$1500. The final amount will be \$1700, this amount still will be eligible for BOCES aid and Erate and includes new equipment, build costs and all taxes and USF fees. This will be communicating to all districts and BOCES. TW will move forward with construction and connections and progress will be communicated by Ron Ternowski to districts and BOCES.

- **WNYRIC Broadband Presentation – Ron Ternowski**

- Guaranteed deliverables
 - Ability to increase beyond 1gb per district. No price break for multiple gb
 - Reduce distance of "last mile" of fiber
 - Time Warner is adding new managed equipment in each district

- Response time should improve
- Increased redundancy with the new DR site
- District firewall, perimeter firewall, and broadband switches are all included in the broadband fees
- **Solarwinds – Ron Ternowski**
 - Training has been held for the following:
 - GST, ON, Erie 2, Erie 1 – GST & E2 were done remotely
 - CA BOCES will be determined
 - Guidance document shared and explained
 - All districts have accounts created
 - All custom reports have been explained
 - Web interface explained and explored
 - WNYRIC Broadband Utilization on the WNYRIC network the Friday before Memorial Day -- 20.32% was for Netflix. Districts can dig deeper themselves. Carol cautioned that Netflix individual account use in classrooms past allowable educational “clips” violates copyright and should be discussed at the district level.
- **Technology Planning – Michelle Okal-Frink on behalf of Jim Fregelette**
 - Jim has presented the same information to Business Officials
 - Changes in Erate and passing of the Smart School Bond Act made planning for technology purchases more important than ever
 - Districts will want to ensure that they leverage the different funding sources
 - Allocation of funding has already been defined
 - Smart Schools allocation does not have to be used by a certain date
 - Planning for technology projects should be multi-year with expected replacement period defined
- **Smart Schools Bond Act – Michelle Okal-Frink**
 - Technology Survey should be open on June 15th
 - Districts will need to submit a Smart Schools Investment Plan
 - Districts must also submit data related to their technology Plan Survey
 - Districts must submit plans to the RIC for review by July 27, 2015
 - Upon the RIC’s review, NYSED approves districts’ plans in October
 - Investment Plan Process—Draft Plan, Post Plan, Hearing, Local Approval, Review Board Approval
 - The WNYRIC has the ability to assist districts in their planning through a Smart Schools Planning Service
 - Inclusion of Nonpublic Schools—upon request school districts must loan at no charge technology obtained as part of the Smart Schools Bond Act to children attending nonpublic schools located within their district boundaries
 - New talking points for constituency groups were added: Leaving aid on the table?
 - Spend on technology purchases will be able to do that it will be like we did the Microsoft Voucher Program
 - Reimbursement form will be posted to the SED website. Reimbursement should be 90 days in most cases

- **Education Law 2D – Michelle Okal-Frink**
 - Required contract language for the consortium contract is now in all Erie 1 BOCES/WNYRIC contracts
 - ON & Erie 1 have the contract language included in the Distance Learning contracts since they are in the statewide DL consortium contracts that Michelle negotiates.
 - The Chief Privacy Officer still has not been hired
- **Data Privacy – Rosanne Huffcut**
 - David Scalzo is the lead trainer
 - The recommended training is being reviewed by SED, once approved the training document will become live
 - All WNYRIC staff members will be trained in the month of June
 - All RIC's across the state also will need to train their staff
 - Data Security training materials will be available to schools to provide their own training or training may be scheduled with CSLO staff
- **Technology Survey Tool – Michelle Okal-Frink**
 - 100% attendance for the Tech Survey Tool planning meetings
 - Aware of their requirements and deadlines
 - Districts are sending in their completed forms
 - Plan to Michelle by July 27th to be certified
 - WNYRIC did a cheat sheet so that districts were able to fill in Section C on page 4
 - Model School Facilitators are as follows:
 - Rick Weinberg & Lauren Stuff – CA
 - Theresa Gray & Marcy Sweetman – Erie 2
 - Sean Christopher & Rob Miller – Erie 1 & ON
 - Linda Perry & Matt Middlebrook - GST
- **EES Licensing – Michelle Okal-Frink**
 - March 1 EES Licensing have already be renewed districts received a form to check off the FTE counts we receive quotes from Dell
 - 5 downloads of 365 if they want to move to that direction they need to contact the WNYRIC
 - Permission forms were sent to the superintendent for permission for whitelisting domains
 - Google & Office 365 for Regional Directory a pilot program is being done at Wilson. With google there is only 1 regional directory. Regional Directory syncs into the cloud. Would automatically sync. This would make it easier. We would need to go back to the districts to make sure that the districts would be okay with their information being in the cloud. It was mentioned that all email addresses are already public. Staff would need to be trained. Cost has not yet been determined.
 - Existing Lotus/Exchange districts will need to be notified of any plan to include addresses in the cloud.

3. New Business:

- **Current 2014-2015 793 Plan Highlights--Associate Directors highlighted the following:**

- 1.2 Continue to implement Disaster Recovery initiatives for our Tier 1 applications and continue to Tier 2 based on time of recovery:
 - Initial planning meetings with SUNY ITEC are taking place for July 2015 implementation
 - Moving out of Kenton at the end of June and moving to Victory Technology Center
 - Finalized contract details with SUNY ITEC will be completed by the end of May 2015 for a planned installation beginning July 2015.
- 4.3 Utilize centralized End Point Device Management Solutions to reduce “sneakernet” and optimize instruction:
 - Currently testing JAMF for Mac Solution in a centralized enterprise environment
- 4.5 Investigate private and public cloud solutions:
 - Cloud Workspace management service has been created to facilitate secure onboarding of accounts to o365 and Google
- 7.4 Provide enhanced services in response to emerging customer needs:
 - 3-8 assessment reports targeted to be available by July 1, pending availability of test data provided by SED
 - eSchoolData has released their new GURUBoards, allowing districts to combine data from eSD and third party systems.
 - A new service is being developed to provide automated data integration between the SMS and other systems that include student and staff data.
- **2014 – 2015 Statewide RIC Goals update – Rosanne Huffcut**
 - Statewide goals were posted to the Wiki. There were no questions regarding them.

Standards Committee Minutes and Resolutions (Jan Mathis):

Below are three recommendations from the WNYRIC Standards Committee meeting held on May 6, 2015 for WNYRIC Advisory Council action:

- Motion 1: Chuck made a motion to add comment under Cisco Meraki Cloud Managed Switch Gear under category 2. Communications Equipment; sub category Routers/Switches to consult with WNYRIC WAN Senior Engineer has to be consulted prior to purchase.
Seconded by Rob Morgan
Vote results: 13 yes/0 no (Unanimous)
- Motion 2: Ron LaVere made a motion to add a sub-category of 3D printers to category 7. Printers and list MakerBot and Airwold 3D under the new sub-category of 3D printers.
Seconded by Marty Wende
Vote results: 13 yes/0 no (Unanimous)
- Motion 3: Ron LaVere made a motion to add Faronics Deep Freeze Cloud Connector to category 18. End Point Management.
Seconded by Shelayne Wise
Vote results: 13 yes/0 no (Unanimous)

Advisory Council approval at this time. Motion to approve the (3) recommendations was motioned by Tim Mains and seconded by Greg Woytila. The motion carried unanimously (yes 20/ 0 no/ 1 abstain)

Informational update:

- **2015-2018 793 Plan – Barb Mocarski**
 - Received approval from SED for our updated 15-18 793 Plan
 - Projects that were submitted this year will be funded by Erate

- **PARCC pilot/Online Testing**
 - Cuba Rushford Central School was the pilot district for the online testing. Carol shared a document about their experience. Devices and kids were not the problem. Rooms, staffing, extra iPads, set up time are suggestions to plan for when doing online testing.

Update on My Big Campus –

- Free through June 2016. Only existing districts can continue. No new subscriptions.
- This gives you teacher dashboard, portal access to the tools. Districts for the 15-16 may have removed the money for participation 765.00. Kathleen McDonald sent out a letter to see if you still want to participate and participation will be adjusted based on decision to continue to cover the data integration fee.

PowerSchool Status – Rosanne Huffcut

- Status remains the same with same support staff on the vendor side and the WNYRIC side

Schoolwires – Rosanne Huffcut

- Schoolwires has been purchased by Blackboard. Contacts are still there, no problems with support

RTTT Funds –

- Still have 15 districts left to try to get their product next week. Thanks were extended by Maureen Donahue and David O'Rourke for such a fast turnaround.

Round table with each region- Maureen asked if there were any questions/issues from each area:

- GST – None
- CA – None
- ON – None
- Erie 1 – Several districts and BOCES have been approached regarding Cyber Insurance. David O'Rourke had inquired about the coverage. Carol will reach out to David regarding his question. Erie 1/WNYRIC is filling out the application and getting costs.
- Erie 2 – None

Next Meeting Date: Suggested Dates: September 24, 2015, December 17, 2015, March 17, 2016, May 27, 2016. These will be discussed with the new chair and co-chair.

Motion to Adjourn by Karen Cuddy-Miller Seconded by Maria Sommerfeldt at 1:45 pm

Respectfully submitted
Pat Hochadel